

TRAVEL REQUEST FORM (POLICY 405.21F)

MINIDOKA COUNTY JOINT SCHOOL DISTRICT #331

<p style="text-align: center;">TITLE OF CONFERENCE</p> <p>NAREN -2017 NATIONAL AT RISK EDUCATION NETWORK CONFERENCE</p> <p style="text-align: center;">PURPOSE OF CONFERENCE</p> <p style="font-size: 1.2em;">SIE Grant</p> <p style="text-align: center;">Professional Development</p>	<p style="text-align: center;">DESTINATION</p> <p style="text-align: center;">BALTIMORE, MARYLAND</p> <p style="text-align: center;">REPORT TO: (CIRCLE ONE)</p> <p style="text-align: center;">BOARD STAFF TEAM</p>	<p style="text-align: center;">CHECK ONE</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">IN-RADIUS</td> <td style="width: 25%;"></td> <td style="width: 25%;">OUT-RADIUS</td> <td style="width: 25%; text-align: center; font-size: 1.5em;">V</td> </tr> <tr> <td colspan="4" style="text-align: center;">STUDENT TRAVEL OVERNIGHT Y/N</td> </tr> <tr> <td># STUDENTS</td> <td></td> <td># CHAPERONES</td> <td></td> </tr> </table>	IN-RADIUS		OUT-RADIUS	V	STUDENT TRAVEL OVERNIGHT Y/N				# STUDENTS		# CHAPERONES	
IN-RADIUS		OUT-RADIUS	V											
STUDENT TRAVEL OVERNIGHT Y/N														
# STUDENTS		# CHAPERONES												

REQUESTS THAT ARE REQUIRED BY GRANT, GOVERNMENTAL RULES AND REGULATIONS, OR CONSIDERED IMPERATIVE TO THE OPERATION OF THE DISTRICT ARE SUBJECT TO APPROVAL. THE DEADLINE FOR ALL TRIP REQUESTS ARE THE FIRST MONDAY EACH MONTH. OUT OF RADIUS AND STUDENT REQUESTS ARE REVIEWED AT THE SEPTEMBER BOARD MEETING.

FUNDING SOURCE (MARK ONE)			
100 PD	SPECIAL ED	ACTIVITIES	
FEDERAL	SAFETY	VOCATION	

NAMES OF ATTENDEES	DATE(S) OF TRAVEL	MEALS				MILEAGE			PARKING BAGGAGE	RENTAL CAR SHUTTLE TAXI	SUB	REGISTRATION	AIRFARE	LODGING	TOTAL STAFF REIMB
		BREAKFAST \$10	LUNCH \$15	DINNER IN-STATE \$20 OUT-STATE \$30	DAILY TOTAL	DESTINATION CITY OR AIRPORT	MILES	TOTAL .45 PER MILE							
Kelly Arritt	17-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55	slc	370	\$ 167	\$ 45	\$ 50		\$ 350	\$ 599	\$ 690	\$ 482
	18-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
	19-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
	20-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
Dyann Blood	17-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55	slc	370	\$ 167	\$ 45	\$ 50		\$ 350	\$ 599	\$ 690	\$ 537
	18-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
	19-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
	20-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
Shanna Lindsay	17-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55			\$ -		\$ 50		\$ 350	\$ 599	\$ 690	\$ 270
	18-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
	19-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
	20-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
Melody Smith	17-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55			\$ -		\$ 50		\$ 350	\$ 599	\$ 690	\$ 270
	18-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
	19-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
	20-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
Travis Kent	17-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55			\$ -		\$ 50		\$ 350	\$ 599	\$ 690	\$ 270
	18-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
	19-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
	20-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
				\$ -			\$ -								\$ -
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OFFICE USE ONLY		
ALL FORMS MUST BE TYPED. INCOMPLETE TRAVEL REQUESTS WILL BE RETURNED FOR ADDITIONAL INFORMATION.		
BUDGET CODE: _____	PROGRAM DIRECTOR INITIAL: <u>HH</u>	TOTAL COST OF REQUEST \$ 10,023
SIGNATURE (S) OF SUPERVISOR/ADMINISTRATOR: <u>Heath Henrich</u> 5/18/17		
SIGNATURE OF SUPERINTENDENT: <u>[Signature]</u> 5-18-17 <u>only 1 of 3 to be approved</u> <u>Bonnie Keene</u>		
BOARD APPROVAL DATE <u>5-24-17</u>		

TRAVEL REQUEST FORM (POLICY 405.21F)

MINIDOKA COUNTY JOINT SCHOOL DISTRICT #331

TITLE OF CONFERENCE 2017 National Youth at Risk West Conference PURPOSE OF CONFERENCE <i>SIG Grant</i> Professional Development	DESTINATION San Antonio, TX REPORT TO: (CIRCLE ONE) BOARD STAFF TEAM	CHECK ONE <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">IN-RADIUS</td> <td style="width: 25%;"></td> <td style="width: 25%;">OUT-RADIUS</td> <td style="width: 25%; text-align: center;">v</td> </tr> <tr> <td colspan="4" style="text-align: center;">STUDENT TRAVEL OVERNIGHT Y/N</td> </tr> <tr> <td># STUDENTS</td> <td></td> <td># CHAPERONES</td> <td></td> </tr> </table>	IN-RADIUS		OUT-RADIUS	v	STUDENT TRAVEL OVERNIGHT Y/N				# STUDENTS		# CHAPERONES	
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STUDENT TRAVEL OVERNIGHT Y/N														
# STUDENTS		# CHAPERONES												

REQUESTS THAT ARE REQUIRED BY GRANT, GOVERNMENTAL RULES AND REGULATIONS, OR CONSIDERED IMPERATIVE TO THE OPERATION OF THE DISTRICT ARE SUBJECT TO APPROVAL. THE DEADLINE FOR ALL TRIP REQUESTS ARE THE FIRST MONDAY EACH MONTH. OUT OF RADIUS AND STUDENT REQUESTS ARE REVIEWED AT THE SEPTEMBER BOARD MEETING.

FUNDING SOURCE (MARK ONE)			
100 PD		SPECIAL ED	
FEDERAL		SAFETY	
		ACTIVITIES	
		VOCATION	

NAMES OF ATTENDEES	DATE(S) OF TRAVEL	MEALS				MILEAGE			PARKING BAGGAGE	RENTAL CAR SHUTTLE TAXI	SUB	REGISTRATION	AIRFARE	LODGING	TOTAL STAFF REIMB
		BREAKFAST \$10	LUNCH \$15	DINNER IN-STATE \$20 OUT-STATE \$30	DAILY TOTAL	DESTINATION CITY OR AIRPORT	MILES	TOTAL .45 PER MILE							
Kelly Arritt	25-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55	Boise	330	\$ 149		\$ 50		\$ 350	\$ 442	\$ 690	\$ 419
	26-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
	27-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
	28-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
Dyann Blood	25-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55	Boise	330	\$ 149		\$ 50		\$ 350	\$ 442	\$ 690	\$ 364
	26-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
	27-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
	28-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
Shanna Lindsay	25-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55			\$ -		\$ 50		\$ 350	\$ 442	\$ 690	\$ 270
	26-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
	27-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
	28-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
Melody Smith	25-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55			\$ -		\$ 50		\$ 350	\$ 442	\$ 690	\$ 270
	26-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
	27-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
	28-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
Travis Kent	25-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55			\$ -		\$ 50		\$ 350	\$ 442	\$ 690	\$ 215
	26-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
	27-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
	28-Oct-17	\$ 10	\$ 15	\$ 30	\$ 55										
				\$ -			\$ -								\$ -
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OFFICE USE ONLY			
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BUDGET CODE: _____	PROGRAM DIRECTOR INITIAL: <u>HH</u>	TOTAL COST OF REQUEST	\$ 8,947
SIGNATURE(S) OF SUPERVISOR/ADMINISTRATOR: <i>Heather Hepworth</i> 5/18/17		SIGNATURE OF SUPERINTENDENT: <i>Bonnie Heins</i> 5-18-17 <i>only 10/3 to be approved</i>	
		BOARD APPROVAL DATE	5-24-17

TRAVEL REQUEST FORM (POLICY 405.21F)

MINIDOKA COUNTY JOINT SCHOOL DISTRICT #331

TITLE OF CONFERENCE NAEA PURPOSE OF CONFERENCE <i>SIG GRANT</i> Professional Development	DESTINATION Dallas, TX REPORT TO: (CIRCLE ONE) BOARD STAFF TEAM	CHECK ONE <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">IN-RADIUS</td> <td style="width: 33%;">OUT-RADIUS</td> <td style="width: 33%; text-align: center;">V</td> </tr> <tr> <td colspan="3" style="text-align: center;">STUDENT TRAVEL OVERNIGHT Y/N</td> </tr> <tr> <td># STUDENTS</td> <td># CHAPERONES</td> <td></td> </tr> </table>	IN-RADIUS	OUT-RADIUS	V	STUDENT TRAVEL OVERNIGHT Y/N			# STUDENTS	# CHAPERONES	
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STUDENT TRAVEL OVERNIGHT Y/N											
# STUDENTS	# CHAPERONES										

REQUESTS THAT ARE REQUIRED BY GRANT, GOVERNMENTAL RULES AND REGULATIONS, OR CONSIDERED IMPERATIVE TO THE OPERATION OF THE DISTRICT ARE SUBJECT TO APPROVAL. THE DEADLINE FOR ALL TRIP REQUESTS ARE THE FIRST MONDAY EACH MONTH. OUT OF RADIUS AND STUDENT REQUESTS ARE REVIEWED AT THE SEPTEMBER BOARD MEETING.

FUNDING SOURCE (MARK ONE)			
100 PD	SPECIAL ED	ACTIVITIES	
FEDERAL	SAFETY	VOCATION	

NAMES OF ATTENDEES	DATE(S) OF TRAVEL	MEALS				MILEAGE			PARKING BAGGAGE	RENTAL CAR SHUTTLE TAXI	SUB	REGISTRATION	AIRFARE	LODGING	TOTAL STAFF REIMB
		BREAKFAST \$10	LUNCH \$15	DINNER IN-STATE \$20 OUT-STATE \$30	DAILY TOTAL	DESTINATION CITY OR AIRPORT	MILES	TOTAL .45 PER MILE							
Kelly Arritt	4-Mar-18	\$ 10	\$ 15	\$ 30	\$ 55	SLC	375	\$ 169	\$ 95	\$ 50		\$ 375	\$ 600	\$ 1,125	\$ 534
	5-Mar-18	\$ 10	\$ 15	\$ 30	\$ 55										
	6-Mar-18	\$ 10	\$ 15	\$ 30	\$ 55										
	7-Mar-18	\$ 10	\$ 15	\$ 30	\$ 55										
Dyann Blood	4-Mar-18	\$ 10	\$ 15	\$ 30	\$ 55	SLC	375	\$ 169	\$ 95	\$ 50		\$ 375	\$ 600	\$ 1,125	\$ 534
	5-Mar-18	\$ 10	\$ 15	\$ 30	\$ 55										
	6-Mar-18	\$ 10	\$ 15	\$ 30	\$ 55										
	7-Mar-18	\$ 10	\$ 15	\$ 30	\$ 55										
Shanna Lindsay	4-Mar-18	\$ 10	\$ 15	\$ 30	\$ 55			\$ -	\$ 95	\$ 50		\$ 375	\$ 600	\$ 1,125	\$ 365
	5-Mar-18	\$ 10	\$ 15	\$ 30	\$ 55										
	6-Mar-18	\$ 10	\$ 15	\$ 30	\$ 55										
	7-Mar-18	\$ 10	\$ 15	\$ 30	\$ 55										
Melody Smith	4-Mar-18	\$ 10	\$ 15	\$ 30	\$ 55			\$ -	\$ 95	\$ 50		\$ 375	\$ 600	\$ 1,125	\$ 365
	5-Mar-18	\$ 10	\$ 15	\$ 30	\$ 55										
	6-Mar-18	\$ 10	\$ 15	\$ 30	\$ 55										
	7-Mar-18	\$ 10	\$ 15	\$ 30	\$ 55										
Travis Kent	4-Mar-18	\$ 10	\$ 15	\$ 30	\$ 55			\$ -	\$ 95	\$ 50		\$ 375	\$ 600	\$ 1,125	\$ 365
	5-Mar-18	\$ 10	\$ 15	\$ 30	\$ 55										
	6-Mar-18	\$ 10	\$ 15	\$ 30	\$ 55										
	7-Mar-18	\$ 10	\$ 15	\$ 30	\$ 55										
							\$ -								\$ -

OFFICE USE ONLY

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BUDGET CODE: _____ PROGRAM DIRECTOR INITIAL: HH TOTAL COST OF REQUEST **\$ 12,663**

SIGNATURE(S) OF SUPERVISOR/ADMINISTRATOR: Heather Hepworth 5/18/17

SIGNATURE OF SUPERINTENDENT: [Signature] 5-18-17 Only 1 of 3 to be approved

Bonnie Harris BOARD APPROVAL DATE 5-24-17

TRAVEL REQUEST FORM (POLICY 405.21F)

MINIDOKA COUNTY JOINT SCHOOL DISTRICT #331

TITLE OF CONFERENCE IDAHO DRUG FREE YOUTH SUMMIT PURPOSE OF CONFERENCE TO EMPOWER YOUTH TO MAKE POSITIVE CHOICES	DESTINATION COEUR D' ALENE REPORT TO: (CIRCLE ONE) BOARD STAFF TEAM	CHECK ONE <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">IN-RADIUS</td> <td style="width: 25%;"></td> <td style="width: 25%;">OUT-RADIUS</td> <td style="width: 25%; text-align: center;">X</td> </tr> <tr> <td colspan="4" style="text-align: center;">STUDENT TRAVEL OVERNIGHT Y/N</td> </tr> <tr> <td># STUDENTS</td> <td style="text-align: center;">7</td> <td># CHAPERONES</td> <td style="text-align: center;">1</td> </tr> </table>	IN-RADIUS		OUT-RADIUS	X	STUDENT TRAVEL OVERNIGHT Y/N				# STUDENTS	7	# CHAPERONES	1
IN-RADIUS		OUT-RADIUS	X											
STUDENT TRAVEL OVERNIGHT Y/N														
# STUDENTS	7	# CHAPERONES	1											

REQUESTS THAT ARE REQUIRED BY GRANT, GOVERNMENTAL RULES AND REGULATIONS, OR CONSIDERED IMPERATIVE TO THE OPERATION OF THE DISTRICT ARE SUBJECT TO APPROVAL. THE DEADLINE FOR ALL TRIP REQUESTS ARE THE FIRST MONDAY EACH MONTH. STUDENT REQUESTS ARE REVIEWED AT THE SEPTEMBER BOARD MEETING.

FUNDING SOURCE (MARK ONE)					
DISTRICT PD		SPECIAL ED		ACTIVITIES	X
FEDERAL		SAFETY	X	VOCATION	

NAMES OF ATTENDEES	DATE(S) OF TRAVEL	MEALS				MILEAGE			PARKING BAGGAGE	RENTAL CAR SHUTTLE TAXI BUSING	SUB	REGISTRATION	AIRFARE	LODGING	TOTAL STAFF REIMB
		BREAKFAST \$10	LUNCH \$15	DINNER IN-STATE \$20 OUT-STATE \$30	DAILY TOTAL	DESTINATION CITY OR AIRPORT	MILES	TOTAL .45 PER MILE							
IDFY CLUB MEMEBERS	13-Jun-17				\$ -										\$ -
	14-Jun-17				\$ -										\$ -
	15-Jun-17				\$ -										\$ -
	16-Jun-17				\$ -							\$ 2,100			\$ -
	17-Jun-17				\$ -										\$ -
GARY MITTELSTEADT	13-Jun-17				\$ -										\$ -
	14-Jun-17				\$ -										\$ -
	15-Jun-17				\$ -							\$ -			\$ -
	16-Jun-17				\$ -										\$ -
	17-Jun-17				\$ -										\$ -
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RECEIVED

MAY 18 2017

Accounts Payable
District Service Ctr

OFFICE USE ONLY

ALL FORMS MUST BE TYPED. INCOMPLETE TRAVEL REQUESTS WILL BE RETURNED FOR ADDITIONAL INFORMATION.

BUDGET CODE:	SAFETY GRANT FDS/STUDENT ACTIVITIES	PROGRAM DIRECTOR INITIAL: <i>JM</i>	TOTAL COST OF REQUEST	\$	2,100
SIGNATURE(S) OF SUPERVISOR/ADMINISTRATOR: <i>[Signature]</i>					
SIGNATURE OF SUPERINTENDENT: <i>[Signature]</i> 5-19-17					
				BOARD APPROVAL DATE: <i>5-24-17</i> <i>Donnie Heine</i>	